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December 19, 2023

**NOTICE OF ATTORNEY UNAVAILABILITY OF**

Melanie H. Sanders  
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Please be advised that I will be out of the office on the following dates:

December 25, 2023 to January 1, 2024

Please do not schedule any hearings, depositions or mediations during or immediately following these dates. I would appreciate you working with me to avoid discovery deadlines during this time as well.

Very truly yours,  
/s/ **Melanie H. Sanders**  
Melanie H. Sanders

MHS